

TEMPLATE: CIP Checklist 2025-2026

CIP Section	Comments	Date changes were made
Guiding Objectives Revised/Approved Date (above the Guiding Objectives) **Date must be BEFORE July 18, 2025.		
Title Page, Board, and Committee		
<ul style="list-style-type: none"> • Business 2 - 4 members • Parents 3 - 4 members • Campus 1 SPED teacher 		
<ul style="list-style-type: none"> • ENTER your DIC representative on Column G & H of the 2025-2026 Campus Contacts & District Support *Please enter 1 contact that is either a teacher or business representative*		
HB3 Board Goals (Plan Notes Section)		
<ul style="list-style-type: none"> • ELEM only - 2025 STAAR Gr. 3 Math & RLA targets for % Meets Grade Level have been uploaded into the CIP/DIP Plan Notes section. • HS only - Class of 2025 CCMR targets have been uploaded into the CIP/DIP Plan Notes section.) 	Chris Julian will provide this information.	
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Comprehensive Needs Assessment (CNA)		
<ul style="list-style-type: none"> • All sections completed • Data is cited • Need correlates to the data 		
ESSA Title I		

Access under “ESSA Title I” tab Choose “Title I”	Read and revise how each of the Title I requirements are met at your campus. (Refer to last year’s description as a starting point).	
CV20230 Refreshed Board Goals & Action Plan (5 Guiding Objectives, Goals, & Strategies)		
Add CV2030 Refreshed Board Goals using the CIP Updates CHECKLIST to the appropriate area.		
Goals are written in SMART goal format (Anticipated date of accomplishment, percentage, measure) By xxx, xx% of xx will....		
Each Guiding Objective has at least one goal.		
Each goal has at least one identified strategy (less is more).		
Strategies begins with a VERB		
Strategies are tied to a problem statement		
Resources needed – Funding Source (Title I), state comp ed, etc. Be specific, this description will be noted on the funding summary page of the CIP		
Ask the question: “If we implemented all of the action strategies listed with fidelity, would we achieve each of those goals?” If not, what do we need to add to ensure we do?		
Only one (no more than two) title, not people’s names, are listed in the person responsible column		
Budget Summary		
All Title I Funds allocated, The budget should balance to \$0 (money bag)		
Make sure you have a strategy tied to salaries of Title I funded staff (money bag)		

Miscellaneous Information

Did you run Spell Check for the ENTIRE document? (under printer icon)

Remove any acronyms with the exception of CFB/CFBISD

Remove any graphics from your plan